

The Rajasthan Shops and Establishments Rules, 1959

FORM 14

Rule 22, sub rule 3

Record of the Hours of Work of Persons Employed

(To be used only when Notice in Form 13 is exhibited)

Description of Department (If Applicable):

Month _____ Year _____

Names of the persons employed	Whether young person or not	Total hours worked during the month	*Days on which overtime work is done and extent of such overtime on each occasion	Extent of overtime worked during the month	Extent of overtime worked previously during the month

*This column need not be filled by Commercial Establishments. In case of shops, Residential Hotels, Restaurants and Eating Houses and Theatres and other places of public amusement or entertainment, the extent of such overtime on each day shall be recorded in the days column against the employed person distinctively in red ink, indicating the time up to which such overtime work was taken from the employee.

Note: Entries relating to any day must be made on that day.